

Minutes of Department Head Meeting September 26, 2011

2:00pm Meeting called to order by Gary Britten

Roll Call: Mr. Britten, Mr. Mack (arrived at 2:14), Mr. LaHote, Mrs. Haar, Mr. Hrosko, Chief Hetrick, Lieutenant Pellek, Kraig Gottfried, Grant Garn and Robert Warnimont Ms. Violi and Chief Brice were absent

3:25pm Solicitor Celley arrived.

Recreation: Bob Warnimont said he received a call from Mike Bureau who is supposed to be doing the concrete work so the shelter can be moved and he apologized for not having it done by now. He said he received a large federal job couldn't wait he would understand if we got someone else to do it. Warnimont said he told him we weren't in a big hurry and have waited this long, so we would wait two more weeks and have him do it.

Warnimont said he received the flyers from the City on the cardboard recycling on Boundary. He said there is information available on it in the Trustees office.

On the same subject, people love our recycling program. It always is busy.

Warnimont then told the Trustees he heard from Toledo Edison on the ball field.

He said he and Gottfried have to fill out a form on what happened at the ball field and mail it to them.

Maintenance: Kraig Gottfried told the Trustees that he received the bill from Modern Disposal on the building tear down. He said he used 13 roll offs at a cost of \$4425.00. He also had to rent a skid steer at a cost of \$380.00. Gottfried asked the Trustee to approve increasing his blanket PO #2011-217 by \$1,700.00 to cover these costs. **LaHote made a motion (seconded by Britten) to approve the PO**

increase. All Yes Motion Approved

Gottfried said he is still checking into the radios that have more than 4 channels.

He said he was told all he would need would be the 16 channel radios. Gottfried said he knows there will an additional charge for them but didn't have the figures yet. Hopefully he will have this information next meeting.

Gottfried said at Monday's meeting he will be asking the Trustees to approve purchasing sweatshirts for the guys. He will have the number he needs to buy and the cost.

Britten told Gottfried that the federal standards on road closed signs are going to change next year. He said unless it is a temporary closing (24-48 hours) the barricades must be red and white not the current orange and white color.

Police: Chief Hetrick told the Trustees he has the specs ready for the radios and would like to put them out to bid. He will bring this up at Monday's meeting. Hetrick asked for an executive session for hiring and for legal issues (with Solicitor Celley).

LaHote asked Hetrick if he was going to get any of the license plate scanners like the City of Toledo has. Hetrick said he put in for a grant for one.

Zoning: Grant Garn told the Trustees the Tim Horton's/ Chipotle is proceeding. Garn said the Soccer club parking lot expansion will come up to be heard on October 11th @ 6:00pm.

The last thing Garn said was that Chic-Fil-A should be getting back to him about the sign. They want to make sure they will have no problem on it and will get with the Board of Zoning Appeals on it.

Fire / EMS: Chief Brice - absent

Administrator: John Hrosko told the Trustees he is still working on the sign issue. He said he has a couple of prices and is waiting for Harmon to get back to him.

Hrosko said the first meeting with the maintenance department on contracts will be on October 4th @ 9am.

Hrosko mentioned he made a call to Toledo Edison concerning the light at Ford and River Roads. He said there is a light there about 100 feet off the intersection near a resident's garage but thought it might be private. Warnimont said that is a private light.

Hrosko then mentioned that The League of Women Voters Candidate night is October 16, 2011 @ 2:00pm.

The last thing Hrosko mentioned was that the new computers are in and that DMC would be in on Thursday to start the installation process.

Assistant to the Administrator: Rosanna Violi – absent Haar told the Trustees Violi asked he to ask them what they would like done with the old computers. It was decided that they will be listed individually and put on GovDeals. Haar also said that Violi wanted to bring up the employee Christmas party and gifts. This will be thought about and brought up at a future meeting

Office: Shirley Haar told the Trustees she would like to have a record commission meeting on Monday so that all the old Donahue records could be listed for destruction. After discussing what should be done with them it was decided to ask

Celley about them again. If he agrees again that they can be destroyed, Haar will schedule a records commission meeting on Monday.

Haar said that because she and Johnson both will be gone at the end of this week, they did up all the bills that have been turned in and printed the checks. Haar said there will not be a full check run for the next meeting but if something comes in that should get paid right away, she will process it.

Mack said that the Cambridge lot auction is coming up quickly and if anyone knows someone in the market for a lot, let them know.

LaHote said he received an email from Brandy Wimberly concerning the “Clean Your Streams Day” (copy in file). In the email she said she found it shocking to see all the garbage around Great Lakes Windows. It was decided Mack should send Great Lakes Windows a letter saying how much progress they have made since last year but that there is still room for improvement.

LaHote asked for an executive session for legal issues with Solicitor Celley and for contracts.

LaHote made a motion (seconded by Mack) to adjourn into executive session for contracts, hiring and legal issues with Solicitor Celley All Yes Motion Approved No further business will be conducted.

LaHote made a motion (seconded by Mack) to adjourn executive session and to adjourn. All Yes Motion Approved

Shirley A Haar –Fiscal Officer

Gary Britten - Chairman